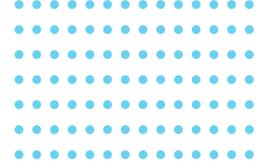


The Ultimate 5-Step Checklist for **Modernizing** **Your Intranet**

(without replacing any existing technology)



Increase traffic and drive engagement by delivering the modern, intelligent intranet experience your employees expect and deserve.

The intranet is the ideal tool for helping your business respond to the long-term changes affecting the workplace. It can help employees navigate the return to work, keep the workforce engaged, and effectively communicate all the changes that will take place.

But it needs to offer the right features and functionality to do that.

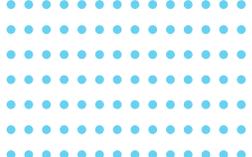
When designed correctly, your intranet can serve as a flexible and agile platform that delivers the experiences, content, applications, and services of today – as well as the innovations of tomorrow. Here's what it needs ...



Enhancing your intranet to deliver a modern experience – a 5-part checklist

- 1. Delivers targeted communications and information**
- 2. Offers anytime access to self-service information and tasks**
- 3. Integrates with enterprise systems to centralize access and simplify interactions**
- 4. Provides a single place for task management**
- 5. Delivers an intelligent, consumer-grade experience**





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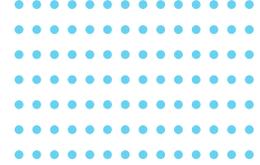
Delivers targeted communications and information

Employees are overwhelmed by email, desensitized by generic communications, and often struggle to find the information they need to do their jobs. Since the intranet is already intended to serve as a central hub of information for employees, it's the ideal solution to these challenges — it just needs the intelligent technology necessary to make it a useful resource that employees can rely on as a single source of truth.

Implement a solution that makes it easier for communications professionals to reach employees and keep them connected to the organization. Help them utilize the employee data they have, like office location or job function, to deliver targeted, personalized, and meaningful communications. It should also be possible for employees to customize the information they receive based on their own needs and interests, choosing what they want to be notified about and hiding information they don't find relevant.

By making it easy for employees to see the timely, relevant information they need, when they need it, driving traffic to the intranet will be easy.

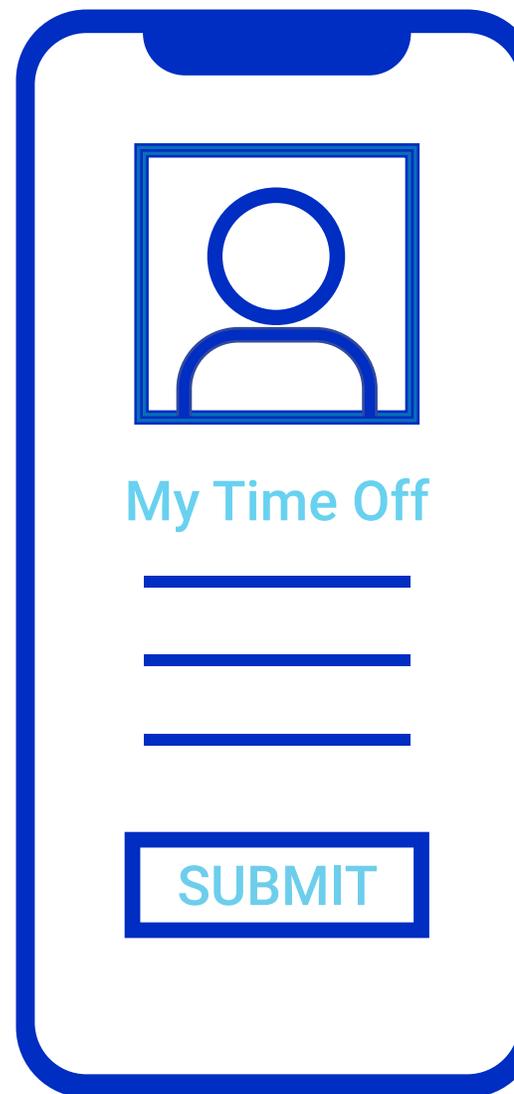




Offers anytime access to self-service information and tasks

Your employees are the driving force behind your success. Imagine how much more effective they could be if they had the time they needed to focus on meaningful work. So take back those hours lost to time consuming, mundane tasks that are inherent in every job – plus increase traffic to the intranet significantly – by making the site a one-stop shop for anytime, anywhere access to self-service information and tasks.

Enabling employees to perform common functions, such as submitting time off requests, accessing company benefits, and submitting help-desk tickets, right from the intranet helps keep them focused, eliminating all the time wasted logging in and out of various systems. Including improved enterprise search functionality as part of that experience makes the site even more powerful and creates an anchor point for the employee experience that delivers the consumer-grade functionality workers need to be effective.

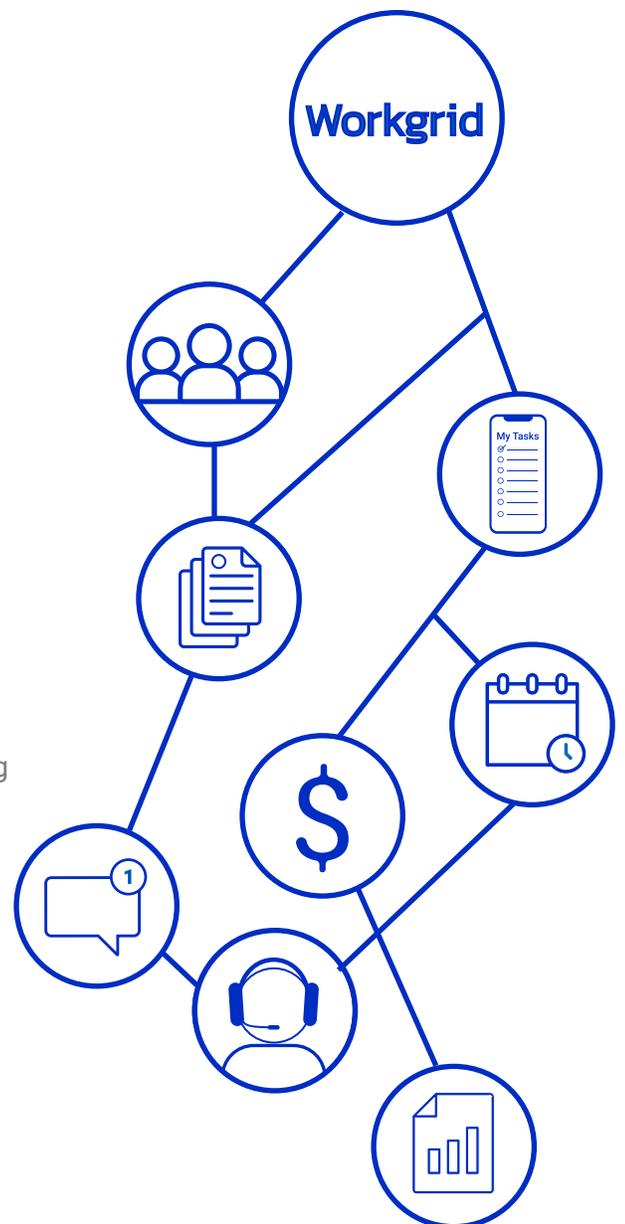


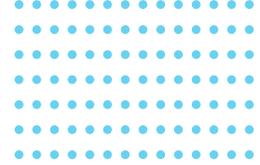
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Integrates with enterprise systems to centralize access and simplify interactions

Toggling back and forth between complex enterprise applications is one of the biggest productivity drains employees encounter. That's why it isn't enough to just provide quick links to systems or single sign on. Instead, you should configure your intranet to abstract data from these systems right on your intranet.

Tools like Workgrid have integration capabilities to abstract the specific tasks and information employees need to know and can present it in a convenient intranet toolbar. This drives significant improvements to employees interacting with enterprise software and worker productivity. Delivering this kind of functionality makes it faster and easier for employees to process approvals, find information, and complete routine tasks related to HR, IT, finance, etc. It also significantly increases the usefulness and value of the intranet, driving traffic to the site and improving the employee experience for your entire workforce.





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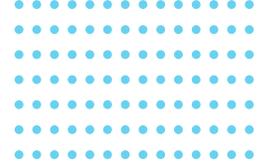
Provides a single place for task management

Efficiency is key to the success of your business. The more you can transform scattered tasks into streamlined workflows, the more time employees will have to spend on work that drives value for the organization.

You can supercharge employees' ability to be efficient by incorporating task management functionality into the intranet. It's the final piece to the puzzle once your workforce is utilizing the intranet for targeted communications, anytime/anywhere access to self-service information, and simplified interactions with complex enterprise systems.

Remember — a modernized intranet experience is all about giving employees the tools they need to be effective. The more you can centralize everything they need to know and take action on, the more effective your intranet experience will be.





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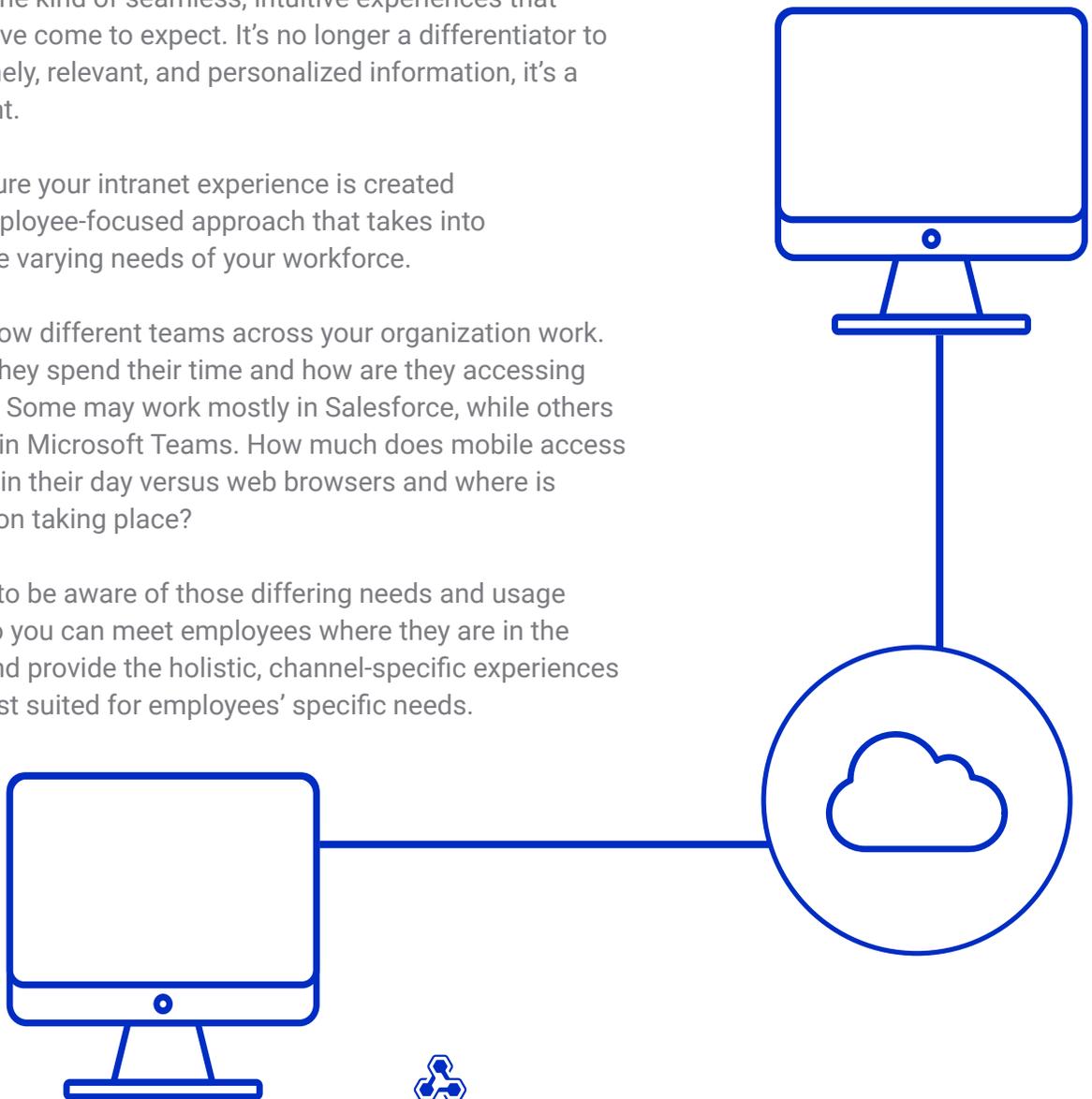
Delivers an intelligent, consumer-grade experience

With hybrid work models rapidly becoming the new norm, there's a lot of pressure on organizations to make sure they're delivering the kind of seamless, intuitive experiences that workers have come to expect. It's no longer a differentiator to provide timely, relevant, and personalized information, it's a requirement.

So make sure your intranet experience is created with an employee-focused approach that takes into account the varying needs of your workforce.

Consider how different teams across your organization work. Where do they spend their time and how are they accessing resources? Some may work mostly in Salesforce, while others are largely in Microsoft Teams. How much does mobile access play a part in their day versus web browsers and where is collaboration taking place?

It's critical to be aware of those differing needs and usage patterns so you can meet employees where they are in the moment and provide the holistic, channel-specific experiences that are best suited for employees' specific needs.





You don't need to build or buy your next intranet — enhance the one you already have!

Learn more about how to deliver a modern,
intelligent intranet experience, without
replacing your existing technology.

[Request a Demo](#)

